



**ROSWELL PARKS AND RECREATION COMMISSION  
AMENDED**

Monday, April 18, 2016 at 6:00 p.m.  
Conference Room at Parks and Recreation

Commission Chair: Bob Edwards  
Commission Members: James Edwards, Mandy Owens,  
Barry Mathison, JaneAnn Oldrup, Roy Gunn, Arturo Ibarra  
Staff Coordinator: Tim Williams, Parks and Recreation Director

**A. Call to Order**

**B. Roll Call**

**C. Approval of the Agenda**

**D. Approval of the minutes**

1. Consider approval of the March 21, 2016 minutes.

**E. Non-Action Items**

2. Cemetery Update- Ruben Esquivel
3. Report on Golf Operations- Carlton Blewett
4. Golf Maintenance Update- David Blewett
5. Recreation Division Update- Laurie Jerge
6. Cinco de Mayo Update- Laurie Jerge
7. Directors Report- Tim Williams
8. Park Improvement Fund Project Priority Discussion- Bob Edwards

**F. Other Business**

9. Public Comments

**G. Adjourn**

**Next Meeting May 16, 2016**

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 15-56.

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Printed and posted: 4/13/2016



## **MINUTES OF THE PARKS AND RECREATION COMMISSION**

### **March 21, 2016**

REGULAR MEETING 6:00 P.M.

#### **Call to Order**

Chair, Bob Edwards, called the March 21, 2016 meeting to order at 6:10 p.m.

#### **In Attendance**

The following were present:

Members: Chair Bob Edwards, Vice Chair Mandy Owens, and Roy Gunn. James Edwards was present by phone.

Staff Present included Parks and Recreation Director Tim Williams, Parks Superintendent Jim Burrell, Zoo Superintendent Elaine Mayfield and Administrative Assistant Lisa Rosales.

Others:

Sue Wink

#### **Approval of Agenda**

Roy Gunn made a motion, seconded by James Edwards, to approve the agenda as presented. All were in favor motion carried, the March 21, 2016 agenda was approved.

#### **Approval of Minutes**

Mandy Owens made a motion, seconded by Roy Gunn, to approve the January 11, 2016 minutes as presented, all were in favor and motion carried, The January 11, 2016 minutes were approved.

Roy Gunn made a motion, seconded by Mandy Owens to move the order of agenda and start with Regular Items number 5 then 4, all were in favor, the agenda items order were moved.

#### **Regular Items**

5. Discuss and Approve Completion of Reishman Park Project from Front Footage Fee 13-05

Bob Edwards informed the Commission on what the Front Footage Fee 13-05 was well Sue Wink was getting set up. Sue Wink joined in the meeting speaking on her plans for Reishman Park, bringing pictures and a detailed model for the Commission to view. After reviewing the plans Mandy Owens made a motion, seconded by Roy Gunn to complete the project of Reishman Park from Front Footage Fee 13-05 in the amount of \$15,053.

4. Discussion and Approve Park Improvement Amendment to Ordinance 13-05

Mr. Williams is requesting the Parks and Recreation Commission recommend Ordinance 13-05 to go to the General Service Committee which will also go to the Council to amend the ordinance into one account. After a brief discussion with the Commission, Roy Gunn made a motion, seconded by Mandy Owens, to amend Ordinance 13-05 from 50% acquisition of land and 50% Park amenities and improvements to create 1 account with \$20,000 reserve. All were in favor motion approved.

#### **Non-action Items**

## 2. Directors Report

Director Williams stated the department was asked to do a 3% reduction from the municipal fund which is about \$182,000 in the Parks and Recreation fund on top of \$50,000 being taken from the Water fund. Mr. Williams updated the Commission on current frozen positions which included Recreation Supervisor position formerly held by Cuic Gonzalez, .5 position from Tom Blake going from full to part time, a Greens keeper, and a Ground Maintenance II. The Council had a retreat and did a walk through Cahoon Pool which is in need of repair. Mr. Williams stated some other talked heavily by Council members included the Spring River Park and Zoo, the Nancy Lopez Golf Course at Spring River which is going out for RFP the City is wanting to sell wine and beer at the club house as well as have a cart to travel to the players.

## 3. Parks Update

Parks Supervisor Jim Burress talked about a few jobs the parks crews were working on such as the medians in front of the Museum, down by payless shoes, on Atkinson. The crew worked at the Zoo receiving free railroad ties and rock. Mr. Burress has the parks, golf and zoo staff are all working together. Currently the department is working on Poe Corn Park all trees will be attended to which will either be removed or trimmed. All the Parks will be air raided and the lights at Cielo Grande have been fixed.

## Other Business

Public Comments

None

## Adjourn

Roy Gunn made a motion, seconded by Mandy Owens to adjourn the meeting, all were in favor, meeting adjourned at 7:06 p.m.

**Next Meeting 3/21/2016.**